

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, JUNE 6, 2016
7:00 P.M.

1. Call to Order

The regular meeting of the Commission on Aging was called to order by Leonora Szruba, Chair., at 7:05 p.m.

MEMBERS PRESENT: Joseph Doran, Donna Gahrman, Mary Grant,
Fidelis Kershaw, Leonora Szruba, Karen Washington

MEMBERS ABSENT: Dorothy Coggins, Carol Sadowski, Daniel Teper

OTHERS PRESENT: Anastasia Milhomme, Max Wawryniewicz, Troop 73,
David Wawryniewicz, Assistant Scout Master, Troop 73

2. Reading of previous minutes

J. Doran moved to approve the previous minutes with the following corrections: under Members Present, Donna Graham should read Donna Gahrman; under Bills, item 4, number 1: "The town's profit and loss statement" should read, "The senior center portion of the Budget vs Actual statement"; and under New Business, item c., "a purchase card is being set up" should read "a purchase card may be set up". F. Kershaw seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence - None

4. Bills and action thereon

a. Review Financial Reports

After noting the balance in the Senior Center Maintenance line item after final expenses (\$4,932), Mrs. Szruba reported that First Selectman Sparkman is proposing to change outside lighting at the school, senior center and town hall to LED with the cost of the senior center lighting being approximately \$2,500. There were no comments in opposition to the project.

b. Ratify/Approve Bills – Attached

M. Grant moved to ratify and enter into the public record bills 1 – 5. D Gahrman seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

J. Doran moved to pay bills 6 – 11. F. Kershaw seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report - Attached

Karen Washington, Senior Coordinator, submitted and read her report dated June 6, 2016.

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6. Old Business

- a. Safety Railing – No Update
- b. Bingo Sign – No Update
- c. Copy Machine/Printer

Ms. Washington submitted a proposal for the leasing of a copier from Norwich Business machines.

J. Doran moved to approve the leasing of a copy machine as proposed by Norwich Business Machines. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

d. Eagle Project

In preparation of submitting an application to the Boy Scouts and National regarding the center's proposal for the construction of a gazebo as his Eagle project, Max Wawryniewicz, Troop 73, asked/discussed specific questions (gazebo specifications, location, etc.) for the construction of a gazebo on property in front of the senior center.

J. Doran moved to go forward with the Eagle project. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

e. Shooting Stars Special Revenue Account Update

Mrs. Szruba reported that she has been advised by the finance office that the Jewett City Savings bank is one of the banks being considered as the new financial institution for the town which she advised will make it easier since the Shooting Stars' checking account and Certificate of Deposit are located at that bank. She noted that while the Treasurer is working with the bank he is exploring the possibility of a purchase card for the Shooting Stars making time sensitive purchases possible.

At this time, M. Grant moved to add: Pool Room Leak under Other Business. D. Gahrman seconded the motion. VOTE: UNANIMOUS MOTION CARRIED

7. New Business

- a. Vikki Lawhead's Retirement/Van Driver Replacement - Discussion
- b. WBMW Senior Salute

Ms. Washington presented an advertising (Lisbon Senior Center) proposal from WBMW radio.

It was the general consensus of those present to not pay for advertising at this time.

c. Evening Activities

- See Senior Coordinator's Report. Ms. Washington discussed several possibilities for evening activities also suggesting the possibility of closing the center on

BILLS FOR RATIFICATION/APPROVAL AT THE JUNE 6, 2016, COA MEETING
FOR RATIFICATION (ALL APPROVED BY LJS ON 5/25/16):

- 1) Crystal Rock – \$3.95 for balance of last billing (Utilities)
- 2) Eversource - \$371.11 for 2,085 kwh electricity, 4/20-5/18/16, 28 days (Utilities)
- 3) Comcast – \$86.77 for cable TV service (Utilities)
- 4) Frontier - \$45.98 for telephone service (Utilities)
- 5) Verizon - \$32.16 for van cell phone (Utilities)

FOR APPROVAL:

- 6) D.B. Building Maintenance - \$390 for May janitorial service (70142 – S/C Maintenance)
- 7) Lowe's - \$104.47 for fertilizer, edge guard (70142 – S/C Maintenance)
- 8) Plainfield Agway - \$63.96 for mulch (70142 – S/C Maintenance)
- 9) CASC - \$50 for Karen's registration for Annual Meeting (70150 – Coord. Supplies & Expense)
- 10) Walmart - \$648.98 for food purchases incl. late fee (Sandwich Program Special Revenue)
- 11) W.B. Mason -\$78.90
 - a) \$39.96 for water jugs & deposit (70141 – Utilities)
 - b) \$14.94 for plastic cups (70130 – Sr Cit Services)
 - c) \$1.00 for water cooler rental (70141 – Utilities)
 - d) \$23 for desk doodle pad (70151 – Sr Ctr Supplies & Expenses)

Commission on Aging

Monthly report

For the month of:	March	April	May
Center visitors	431/22	358/20	393/20
Van rides	70	92	87
Meals on wheels	119	116	102
Sandwich program	163	161	147
Other meals	30	26	32

Vikki is retiring effective August 1st. The board of selectman are going to decide on her replacement. She has offered to fill in when needed including the kitchen.

Some of the seniors have formed a pokeno group on Monday afternoons. It is growing in popularity.

The Virtual Dementia Tour held on May 4th had a low turnout but those who attended were very impressed and learned a great deal from it.

Our trips are going really well. We have a full bus for the June 28th Lighthouse Cruise with 8 people on the waiting list. This is without the newsletter getting to people's mailboxes. We are tentatively scheduling a second trip on July 26th.

The new paper and dauber bingo started on May 19th. It's been a good change for the majority of players. We have gained a few more people who enjoy this type of bingo.

We are planning to have an evening family paint in July. It will give the seniors the opportunity to have an activity they can do with their families. If it goes well, we may get signage for future dates.

The annual stripping and waxing of the floors was done on June 4th.

We are having an evening Medicare speaker on June 15th from 6-7.

Submitted June 6, 2016 by
Karen Washington

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Friday's to coincide with town hall hours which would allow her to cover an evening opening.

d. Senior Expo/Farmers Market Senior Day

Mrs. Szruba advised that the Senior Expo will take place on July 13, 4 – 7 p.m. at Norwich Technical High School and Senior Day at Lisbon's Farmers Market will be July 21st.

8. Any other business which may properly come before the Commission

a. Pool Room Leak

After viewing a damaged window in the pool room caused by a leak, J. Doran moved to ask the Selectmen for guidance and ask for the Town Engineer to take a look at it. D. Gahrman seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

9. Adjournment

J. Doran moved to adjourn at 8:12 p.m. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED


Marlene Lepine, clerk

APPROVED _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 06/07/2016 AT 11:40am
ATTEST. LAURIE TIROGCHI, TOWN CLERK
